



COMMONWEALTH of VIRGINIA

Department of Alcoholic Beverage Control

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CHIEF OPERATING OFFICER/SECRETARY TO THE BOARD
W. CURTIS COLEBURN, III

January 11, 2011

ADDENDUM NO. 1 TO ALL BIDDERS:

Reference:	IFB No.:	UB-401-11
	Dated:	December 10, 2010
	Commodity:	Set-Aside for Small Businesses – Pest Control Services– Central Office
	For Delivery To:	Department of Alcoholic Beverage Control
	Pre-Bid Conference:	January 6, 2011 @ 10:00 A.M.
	Revised Due Date:	January 21, 2011 @ 11:00 AM.

The above is hereby changed to read as stated below.

1. Please be advised that the due date is being extended. **The new due date is January 21, 2011 @ 11:00 AM.**
2. Reference Page 3, Section II, Scope of Work: E. 1 – **Delete and Replace with the following:**
 1. **MAIN OFFICE BUILDING (3 FLOORS & MEZZANINE):** Offices treated once a year and on an as needed basis coordinated by Contract Administrator. Restrooms, equipment rooms, maintenance shop, mailroom, training rooms, stairs, break rooms, etc. sprayed once a month and drop ceilings will be sprayed on an as needed basis. **PLEASE NOTE: THE BREAK ROOMS ARE TO BE TREATED ON A TWICE A MONTH BASIS AFTER 3:00 P.M. (TWO WEEK INTERVALS)**
3. Reference Page 4, Section II, Scope of Work: F. 2. – **Delete:** “ABC will pay at Contractor’s unit price per square footage.” **Add:** “Contractor shall bill at an hourly rate as stated on Pricing Schedule. Materials shall be billed at cost. Contractor must provide receipts with invoices.”
4. Reference Page 5, Section II, Scope of Work: J. 2. **Add:** “All bait boxes shall be included in the monthly unit price as stated on Pricing Schedule. The current bait boxes will be removed. All bait boxes shall be inspected once a month”
5. Reference Page 5, Section II, Scope of Work: J. 3. ii. – **Delete:** “paper fleas”
6. Reference Page 17, Section VII, Pricing Schedule: **Delete:** “Unit Price Per Square Footage” and Replace with: “Unit Price Per Hour”

7. Reference Page 17, Section VII, Pricing Schedule: **Replace:** "Pricing Schedule with the attached Revised Pricing Schedule, see Attachment C. All pricing shall be submitted on Attachment C, Revised Pricing Schedule."

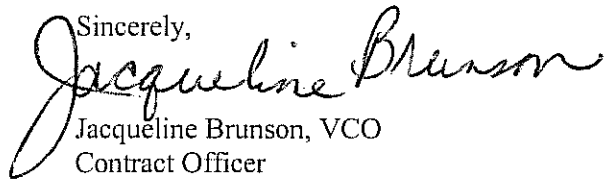
8. Reference Attached floor plans :

1st Floor, 2nd Floor, 3rd Floor, West Mezzanine, East Mezzanine and Warehouse

For Informational Purposes Only:

1. **Please be reminded bids must be received by this office (Second Floor, Room 2059) by the due date and hour (January 21, 2011 11:00 AM EDT) to be considered.**
2. The attached questions and answers from the Pre-Bid Conference are provided for clarification/information.

NOTE: A signed acknowledgment of this addendum must be received by this office either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not constitute your signature on the original bid. The original bid document must be signed also.

Sincerely,

Jacqueline Brunson, VCO
Contract Officer
Phone: 804.213.4427
Email: Jacqueline.Brunson@abc.virginia.gov

Print Name

Signature

Name of Firm

Title

Date

ATTACHMENT C

REVISED PRICING SCHEDULE

The Bidder agrees to provide the services in compliance with the scope of work and terms and conditions at the following prices. The unit price shall be based on each time services are performed. It should include all associated expenses including but not limited to; profit, direct and indirect costs, administrative cost and equipment.

DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
ABC CENTRAL OFFICE	12	MONTH		
ABC STORE 360	12	MONTH		

GRAND TOTAL \$ _____

Rate for Additional Services

Approx. Hours

Unit Price Per Hour

Non-scheduled emergencies

1

\$ _____

Agreed to by:

(Company Name)

(Contractor's Name)

(Date)

Pest Control Services – Central Office Mandatory Pre-Bid Conference
Questions and Answers
January 6, 2011
10:00 AM

Reference Page 3, Section II, Scope of Work: E. 1.

- Q1). The drop ceilings are being asked to be treated once a month. What is being requested to be done? It appears to me to be excessive.
- A1) We will change this to an “as needed” basis instead of once a month.
- Q2) You want us to clean the break rooms twice a month. What time can we treat them?
- A2) We will change this to 3:00 PM.
- Q2-F) Is that what time you want the service to begin each day?
- A2-F) No. You can treat the outside and certain other areas before or after 3:00 PM. We just want to make sure we keep complaints from those that may be allergic or sensitive to sprays. The offices will be treated annually on the weekends or outside of hours of people being here. You will be keeping a log of complaints. So you don’t have to treat beginning at 3:00 PM and work straight out.
- Q3) It states that you want the stairs treated twice a month. When do you open so we can treat the stairs? Do you want them treated that often?
- A3) We never close. You can treat the stairs once a month.
- Q4) Can we treat on holidays?
- A4) Yes. We have limited personnel in the building.

Reference Page 4, Section II, Scope of Work: F.

- Q5) Are we pricing per square foot or per hours? (Discussion reviled type of calls that a per hour/material cost would apply to. These included spot treatment for termites, bird control, if there in influx of rodents.)
- A5) Give unit price per hour and the contractor will charge for materials also. Material charges will depend on the treatment used after inspection is completed and determined with Contract Administrator.

Reference Page 4, Section II, Scope of Work: G.

- Q6) On the Spray Treatment Precautions (Section G.), what areas are determined not treated when no one is around?
- A6) You will be able to come in and treat, but some areas you will have to come in and treat when no one is in the area.

Reference Page 5, Section II, Scope of Work: J. 3. ii.

- Q7) Paper fleas (in Section J. III.), there no such thing. There would need to be an inspection done in order to determine what you are speaking of. Can you include flies before the “etc.?” (From the discussion that commenced, these things that are described as red or white that crawl on paper may be Clover Mites. But there are many types of mites and an inspection would need to be done to determine how to treat. Also Fruit Flies, Drain Flies and Plant Flies are different and are extensive to treat. Needs/treatment need to be determined after inspection.
- A7) We will remove “Paper Fleas” from the solicitation and consider “Mites” in the “etc.” category. We will add flies to the solicitation before the “etc.”
- Q8) It feels like you are trying to add “flies” at the last moment. Flies need a different type of control and treatment. Is it enough to say we can come out to say what to do to control the issue? Saying, “If you clean for example a spill then this problem should go away.” Then if it doesn’t go away based on what we have suggested, then we will look at treatment.
- A8) In these instances we need to handle this as a Time & Material portion of the contract, not as routine. Flies will be considered as a non-schedule emergency.

Reference Page 11 - 12, Section V. Special Terms and Conditions: I

- Q9) We aren’t doing major mixing on the property are we? There will need to be some small chemical mixing on the property. Not all, but some will have to be done on site.
- A9) Yes, you can mix on the property. It can be done outside the building, just not in the building.

Reference Page 11 - 12, Section V. Special Terms and Conditions: J

- Q10). You must be careful with what is used as the EPA monitors all of the products that runoff and is used that may hurt the environment. Should we submit the brands and chemicals to you with bid?
- A10). Yes, the Material Safety Data Sheets should be included with bid. If there are changes with the chemicals during the Contract period, then they must be submitted and approved before use.
- Q11). Are the MSD sheets needed for Bid submission?
- A11). Yes.

Reference Page 5, Section II, Scope of Work: J. 2.

- Q12) As far as the rodent stations, will the existing company pick them up or leave them? This could change how we price.
- A12) We will have to find out and get back to you all. We will issue this in the Addendum. See Addendum response #4.
- Q13) Shouldn’t we base our pricing as all new stations? Do you want pricing to lease or buy the stations?
- A13) It is up to your techniques for solving the issues before you. We make that determination and will

add that.

Q14) Will there be a separate line for initial services? (Discussion: We need to add in for bait services if we have to bait the traps left behind or how to determine lease rates.)

A14) We will consider this and issue in the Addendum. This response has changed, we will not consider an initial, all areas shall be visited on a monthly basis, and therefore, bait boxes shall be baited and positioned at this time.

Reference Page 13, Section V, Special Terms & Conditions: C.

Q15) Do you want MSDS Sheets?

A15) Yes. That is requested in the bid.

Additional Questions:

Q16) Do you have a problem with "bird control"?

A16) They come in and get out. We really don't have that as a problem.

Q17) You all aren't pushing an integrated pest management system for a state facility?

A17) You cannot spray what you want. It must be approved, but we do allow spraying.

Q18) Will we have access to water in the building in a deep sink area/janitorial closet?

A18) Yes. There is an access point on every floor.

Q19) What is the current contract treatment schedule?

A19) Twice a month.

Q20) What will be the time of award and to begin service?

A20) Projected start date is March 1st.

Q21) Is this bid going to the lowest bidder?

A21) It has to go to the lowest, responsive and responsible bidder that is a DMBE-certified small business.

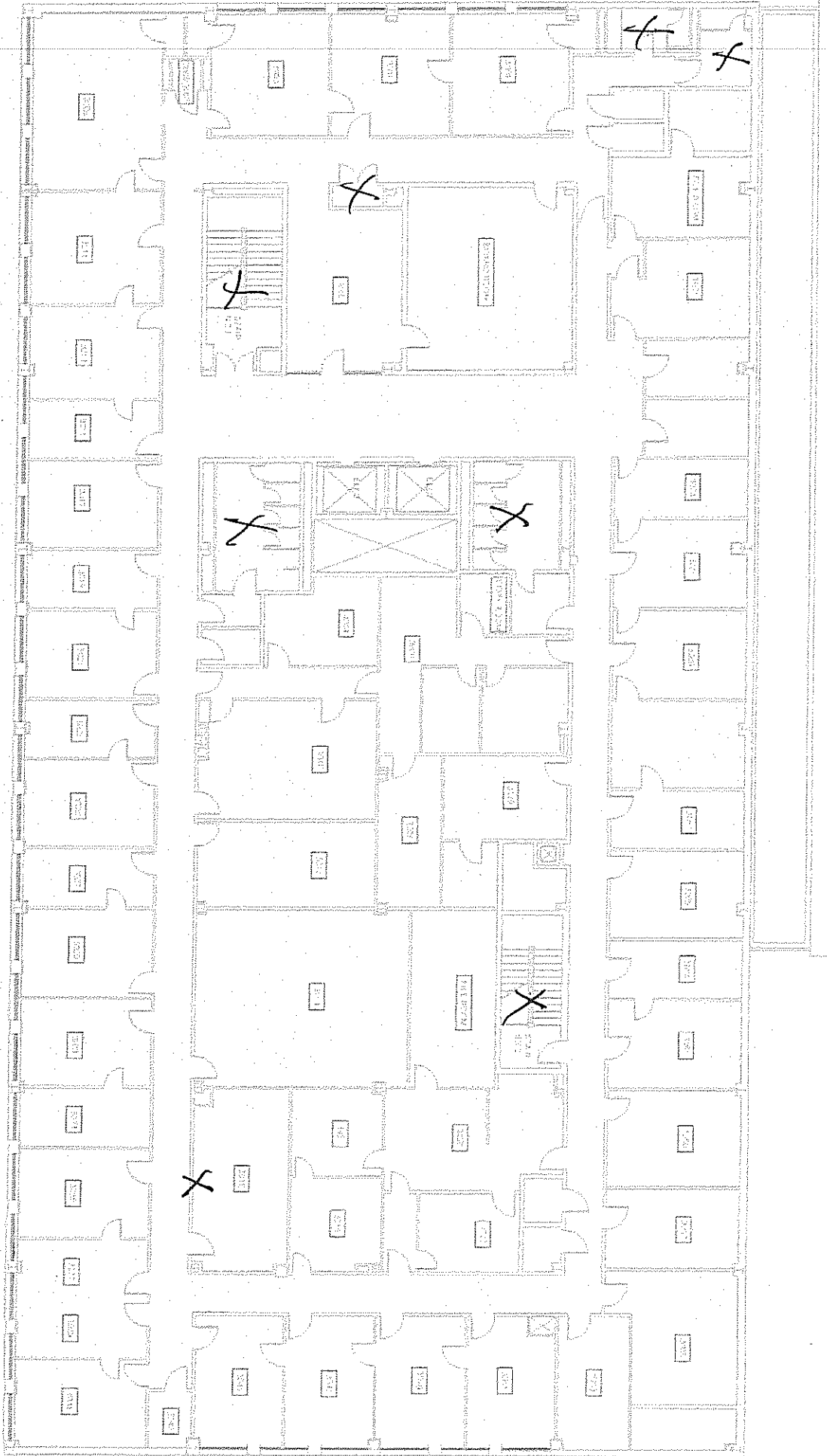
This is a detailed floor plan of a building, likely a school or institutional facility, showing various rooms and corridors. The plan includes several rooms marked with 'X' and others with specific labels. The layout is as follows:

- Top Section:** A row of rooms labeled 1011, 1012, 1013, 1014, 1015, 1016, 1017, 1018, 1019, 1020, 1021, 1022, 1023, 1024, 1025, 1026, 1027, 1028, 1029, 1030, 1031, 1032, 1033, 1034, 1035, 1036, 1037, 1038, 1039, 1040, 1041, 1042, 1043, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051, 1052, 1053, 1054, 1055, 1056, 1057, 1058, 1059, 1060, 1061, 1062, 1063, 1064, 1065, 1066, 1067, 1068, 1069, 1070, 1071, 1072, 1073, 1074, 1075, 1076, 1077, 1078, 1079, 1080, 1081, 1082, 1083, 1084, 1085, 1086, 1087, 1088, 1089, 1090, 1091, 1092, 1093, 1094, 1095, 1096, 1097, 1098, 1099, 1100, 1101, 1102, 1103, 1104, 1105, 1106, 1107, 1108, 1109, 1110, 1111, 1112, 1113, 1114, 1115, 1116, 1117, 1118, 1119, 1120, 1121, 1122, 1123, 1124, 1125, 1126, 1127, 1128, 1129, 1130, 1131, 1132, 1133, 1134, 1135, 1136, 1137, 1138, 1139, 1140, 1141, 1142, 1143, 1144, 1145, 1146, 1147, 1148, 1149, 1150, 1151, 1152, 1153, 1154, 1155, 1156, 1157, 1158, 1159, 1160, 1161, 1162, 1163, 1164, 1165, 1166, 1167, 1168, 1169, 1170, 1171, 1172, 1173, 1174, 1175, 1176, 1177, 1178, 1179, 1180, 1181, 1182, 1183, 1184, 1185, 1186, 1187, 1188, 1189, 1190, 1191, 1192, 1193, 1194, 1195, 1196, 1197, 1198, 1199, 1200, 1201, 1202, 1203, 1204, 1205, 1206, 1207, 1208, 1209, 1210, 1211, 1212, 1213, 1214, 1215, 1216, 1217, 1218, 1219, 1220, 1221, 1222, 1223, 1224, 1225, 1226, 1227, 1228, 1229, 1230, 1231, 1232, 1233, 1234, 1235, 1236, 1237, 1238, 1239, 1240, 1241, 1242, 1243, 1244, 1245, 1246, 1247, 1248, 1249, 1250, 1251, 1252, 1253, 1254, 1255, 1256, 1257, 1258, 1259, 1260, 1261, 1262, 1263, 1264, 1265, 1266, 1267, 1268, 1269, 1270, 1271, 1272, 1273, 1274, 1275, 1276, 1277, 1278, 1279, 1280, 1281, 1282, 1283, 1284, 1285, 1286, 1287, 1288, 1289, 1290, 1291, 1292, 1293, 1294, 1295, 1296, 1297, 1298, 1299, 1300, 1301, 1302, 1303, 1304, 1305, 1306, 1307, 1308, 1309, 1310, 1311, 1312, 1313, 1314, 1315, 1316, 1317, 1318, 1319, 1320, 1321, 1322, 1323, 1324, 1325, 1326, 1327, 1328, 1329, 1330, 1331, 1332, 1333, 1334, 1335, 1336, 1337, 1338, 1339, 1340, 1341, 1342, 1343, 1344, 1345, 1346, 1347, 1348, 1349, 1350, 1351, 1352, 1353, 1354, 1355, 1356, 1357, 1358, 1359, 1360, 1361, 1362, 1363, 1364, 1365, 1366, 1367, 1368, 1369, 1370, 1371, 1372, 1373, 1374, 1375, 1376, 1377, 1378, 1379, 1380, 1381, 1382, 1383, 1384, 1385, 1386, 1387, 1388, 1389, 1390, 1391, 1392, 1393, 1394, 1395, 1396, 1397, 1398, 1399, 1400, 1401, 1402, 1403, 1404, 1405, 1406, 1407, 1408, 1409, 1410, 1411, 1412, 1413, 1414, 1415, 1416, 1417, 1418, 1419, 1420, 1421, 1422, 1423, 1424, 1425, 1426, 1427, 1428, 1429, 1430, 1431, 1432, 1433, 1434, 1435, 1436, 1437, 1438, 1439, 1440, 1441, 1442, 1443, 1444, 1445, 1446, 1447, 1448, 1449, 1450, 1451, 1452, 1453, 1454, 1455, 1456, 1457, 1458, 1459, 1460, 1461, 1462, 1463, 1464, 1465, 1466, 1467, 1468, 1469, 1470, 1471, 1472, 1473, 1474, 1475, 1476, 1477, 1478, 1479, 1480, 1481, 1482, 1483, 1484, 1485, 1486, 1487, 1488, 1489, 1490, 1491, 1492, 1493, 1494, 1495, 1496, 1497, 1498, 1499, 1500, 1501, 1502, 1503, 1504, 1505, 1506, 1507, 1508, 1509, 1510, 1511, 1512, 1513, 1514, 1515, 1516, 1517, 1518, 1519, 1520, 1521, 1522, 1523, 1524, 1525, 1526, 1527, 1528, 1529, 1530, 1531, 1532, 1533, 1534, 1535, 1536, 1537, 1538, 1539, 1540, 1541, 1542, 1543, 1544, 1545, 1546, 1547, 1548, 1549, 1550, 1551, 1552, 1553, 1554, 1555, 1556, 1557, 1558, 1559, 1560, 1561, 1562, 1563, 1564, 1565, 1566, 1567, 1568, 1569, 1570, 1571, 1572, 1573, 1574, 1575, 1576, 1577, 1578, 1579, 1580, 1581, 1582, 1583, 1584, 1585, 1586, 1587, 1588, 1589, 1590, 1591, 1592, 1593, 1594, 1595, 1596, 1597, 1598, 1599, 1600, 1601, 1602, 1603, 1604, 1605, 1606, 1607, 1608, 1609, 1610, 1611, 1612, 1613, 1614, 1615, 1616, 1617, 1618, 1619, 1620, 1621, 1622, 1623, 1624, 1625, 1626, 1627, 1628, 1629, 1630, 1631, 1632, 1633, 1634, 1635, 1636, 1637, 1638, 1639, 1640, 1641, 1642, 1643, 1644, 1645, 1646, 1647, 1648, 1649, 1650, 1651, 1652, 1653, 1654, 1655, 1656, 1657, 1658, 1659, 1660, 1661, 1662, 1663, 1664, 1665, 1666, 1667, 1668, 1669, 1670, 1671, 1672, 1673, 1674, 1675, 1676, 1677, 1678, 1679, 1

This is a detailed floor plan of the 2nd floor of a building. The plan shows a complex arrangement of rooms, corridors, and service areas. Key features include:

- Room Numbers:** Numerous rooms are labeled with numbers, such as 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100.
- Service Areas:** Labels for 'STAIR', 'ELEVATOR', and 'PENTHOUSE' are present, indicating the locations of these facilities.
- Handwritten Markings:** Several 'X' marks are drawn on the plan, likely indicating specific points of interest or locations of concern.
- Corridors and Entrances:** The plan shows a network of corridors and entrances, providing a clear view of the building's layout and circulation paths.

THIRD FLOOR PLAN - OFFICE



SEE WAREHOUSE PLANS, ETC. A-1 FILE A-1-2

